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Report For Week Ending 3 September 1957
From
Records Center

During this week the following accessions were made:

OCR	13 Cu. Ft.
MS	2 " "
OL	1 " "
Sub-Total:	16 Cu. Ft.
Finished Intelligence	65 " "
Total:	81 Cu. Ft.

Map Negatives	985 Cu. Ft.
Records Holdings	23,681 " "
Distribution Material Holdings	10,645 " "
Total:	35,311 Cu. Ft.

Distribution Material Disposed of at Center	41 Cu. Ft.
Distribution Material Transferred from Center	4 " "
Records Disposed of at Center	0 " "
Records Transferred from Center	0 " "
Total:	45 Cu. Ft.

Accessioning

For the second straight week, the Center received another large shipment of NIS from Printing and Reproduction. There was 35 cubic feet received which included 11 new and 6 maintained reports

Reference

The Reference Branch inventoried and reboxed 46 cubic feet of records retired by Comptroller/Finance.

Disposal

There has been an accumulation of 209 cubic feet of material in the disposal area.

General

Messrs. [redacted] will be attending the Intelligence Orientation Course beginning 3 September 1957.

[redacted]
Chief, Records Center

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The following figures indicate the space utilization by operating component within the Center:

<u>Operating Component</u>	<u>Available</u>	<u>Utilized</u>	<u>Total</u>
Supplemental Distribution	1,796	10,114	11,910
DD/P	1,848	6,882	8,730
DD/S	124	7,736	7,860
DD/S (Compt. Grilled Area)	5	475	480
DD/I	26	6,814	6,840
DD/I (Grilled Area)	1,422	2,358	3,780
DCI	7	23	30
Map Negative	<u>605</u>	<u>985</u>	<u>1,590</u>
TOTAL:	5,833	35,387	41,220

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